ELECTION HANDBOOK

COLTON JOINT UNIFIED SCHOOL DISTRICT SPECIAL BOND ELECTION

SEPTEMBER 25, 2001

Prepared by:

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INTRODUCTION

This election is taking place on a non-established election date, and is being conducted with permanent ROV staff, supplemented with temporary help, due to the overlap with the November 6th Consolidated Election. SB 50, which took affect January 1,1999, allowed school districts to place a bond measure on the ballot on "any Tuesday". The district had the option of consolidating with the November election and only needing a 55% vote. However, they chose to have a standalone election, which will require a 2/3 vote. The ROV is required by law to conduct school elections, and the district insisted on this date. Costs to conduct the election are reimbursed by the school district(s).

ELECTION DATES/STATISTICS

Key Dates – See (Appendix 1) Election Calendar, distributed to Media. There will be no add-on counts. Canvass will be complete and election certified by October 2, 2001.

Key Statistics –

School districts	1
Measures	1
Ballot types	1
Total Registration	35,697
Polling places	30
Poll Workers	90

Races on Ballot – Measure B, Colton Joint Unified School District, \$102 million bond. See Appendix 2 for sample ballot page.

Turnout – The Registrar of Voters does not predict turnout. For historical data see Appendix 3.

SUMMARY OF ELECTION PROCESS

Ballot Access – The ROV receives measures (including analyses, tax rate statements, arguments and rebuttals) for school districts.

Order of candidates/measures – Measures are given letters in alphabetical order, beginning with the next letter after the last measure in a previous election, in accordance with County policy.

Registering to Vote – Last day to register – September 10. No late hours or special arrangements were made.

Working with Media –A general calendar of all upcoming elections was sent to media sources several weeks in advance. No on site media is expected on election night.

Exit Polls - none.

Voting Material – the district's name appeared on the top of the sample ballot pamphlets. Printed by Merrill, mailed by Diversified. Early close mailing begins August 13, 2001; 25-day close mailing begins September 6, 2001. Final mailing will be September 11. No mailing problems observed. Mailed with non-profit status. Ballot cards provided by Election Systems & Software. Ballots are long stubs, round holes for absentee and rectangular holes for polls. Color = Gray; Design = State Outline. There were seven 60-Day military/overseas voters for this election.

Establishing Polling Places/Polls Publication – 30 polling places. Owner receives \$50. Twenty-four polling places were donated free of charge. There is one double polls. The listing of polling places and poll workers will be published on September 15th in The Sun.

Polling Place Supplies – PollStar system – 180 booths and voting devices, plus 30 booths for disabled. All supplies were distributed at training classes on September 21st. Due to the size of this election, rosters and indexes were printed the day before distribution, which permitted the computer to designate absentees and include late but eligible voters – thus eliminating a second mailing to Inspectors.

Recruiting and Training Poll Workers – There will be three poll workers at each of the thirty polling places. Ninety poll workers were recruited. Inspectors earn \$100 and clerks earn \$65 plus additional \$15 for attending Inspector training class. Training was conducted at the Registrar of Voters office.

Student Poll Workers – None.

Election Day/Night Assistance to Poll Workers – There are two Troubleshooters for this election. There are 2 operators staffing the Inspector Hotline.

Voting by Mail/absentee – Applications to receive a mailed absentee ballot are accepted through September 18th. From September 18th through election day, voters may vote an emergency ballot, which requires pick up at the ROV and hand delivery to a polling place or to the ROV office before the polls close. No early voting (Saturday) was conducted for this election. One group plans to conduct an absentee campaign using their own application.

Assistance to the Public – Information on the election, results, absentee applications, and polls look up is on the Internet at: http://www.sbcrov.com. The automated phone system has been updated for polling place locations. No additional staffing is required. No Microfiche of polling place locations will be produced for this election.

Election Night Ballot/Supply Retrieval- Absentee ballots received by 8:00 p.m. on election day at the Redlands (main) post office, will be picked up by ROV staff shortly after polls close, for processing during canvass. There will be 1 collection center (ROV office / warehouse) staffed by 6 workers. There will be no early returns. No assistance is required from the Sheriff's department.

Ballot Counting Locations – All ballots will be counted at ROV office.

Student Volunteer Workers – There are no student volunteers at the tally center for this election.

How Ballots are Counted – Ballots will be counted on one PC system using two cardreaders. However, the second system will be tested and ready in the event of problems. An Observer Panel (2 members of Grand Jury) will observe Logic and Accuracy test at approximately 7:30 p.m. and absentee ballots will be processed immediately following tests. When all ballots have been counted election night, the Observer Panel will then witness a final Logic and Accuracy test on the ROV system. The number of outstanding ballots (absentee and provisionals turned in at polls) will be given out on final bulletin.

Availability of Election Results – there will be no sampling of turnout during the day and there are no Key Precincts. Election result bulletins will be printed and distributed following each portion of the count and also updated on the Internet. Results will be available by phone up until 15 minutes after final bulletin.

Additional Ballot Counting – no add on counts will be conducted for this election due to the size. Any additional ballots will be processed during the normal canvass procedure.

Certifying the Election - When the canvass is complete the official results will be prepared, certified and sent to the San Bernardino County Superintendent of Schools. This will take place on October 2, 2001. The Statement of Results and Voting History will be available this same day.

What it Takes to Win – This bond measure requires a two-thirds vote.

Dispute of Election Results – Requests for recount may be submitted within five days <u>after</u> the completion of the official canvass. Requestor must pay estimated cost of recount in advance. The California Elections Code outlines the process for filing an election contest. Filing deadlines vary.

APPENDIX

- 1. Calendar
- 2. Sample Ballot Measure pages
- 3. Voter History Chart
- 4. Election Results Information Sheet & Bulletin
- 5. 29-Day Close of Registration
- 6. District Map

CALENDAR

				MAR 5, 2002	
EVENTS	SEP 25	NOV 6	DEC 4		
Candidate Filing (-113 to –88)	N/A	Jul 16 – Aug 10	Aug 13 – Sep 5	Nov 12 – Dec 7	
Last Day to Call Special Election (Cities, Schools, & Districts) (-88)	Jun 29	Aug 10	N/A	Dec 7	
Last Date to Withdraw Election Item (-83)	Jul 5*	Aug 15	N/A	Dec 12	
Last Day to File Arguments In Favor or Against Measures (-81)	Jul 6	Aug 17	N/A	Dec 14	
Last Day to File Rebuttal Arguments In Favor or Against Measures (-74)	Jul 13	Aug 24	N/A	Dec 21	
Commence Mailing 60 Day Ballots (-60)	Jul 27	Sep 7	N/A	Jan 4, 2002	
45 Day Close of Registration (-45)	Aug 13 *	Sep 24	N/A	Jan 19, 2002	
Commence Mailing Sample Ballots (-40)	Aug 16	Sep 27	N/A	Jan 22, 2002	
29 Day Close of Registration (-29)	Aug 27	Oct 9 *	N/A	Feb 4, 2002	
Absentee Voting Period Begins (-29)	Aug 27	Oct 9 *	Nov 5	Feb 4, 2002	
Commence Mailing 29 Day Close Sample Ballots (–19)	Sep 6	Oct 19 *	N/A	Feb 14, 2002	
15 Day Close of Registration (-15)	Sep 10	Oct 22	N/A	Feb 19, 2002	
Last Day to Request Absentee Ballot (-7)	Sep 18	Oct 30	N/A	Feb 26, 2002	
Emergency Voting Begins in ROV Office (-6) & Ends When Polls Close	Sep 19	Oct 31	N/A	Feb 27, 2002	
Add On Count (if scheduled)		Nov 9			
Date Scheduled for Election Certification	Oct 2	Nov 27	Dec 14		

 ^{*} Adjusted for holidays and/or weekends
 ** Period for processing absentee ballot applications is E-25 for this election only

September 25	Colton Joint Unified School District – Special Bond Election
November 6	Consolidated Election – Schools, Special Districts, City of Redlands, City of San Bernardino
December 4	San Bernardino County Employees Board of Retirement Election (mail ballot)
March 5, 2002	Direct Primary Election – State, Federal and County Offices, Judicial, City of Loma Linda, County Central Committees/Councils

COLTON JOINT UNIFIED SCHOOL DISTRICT SPECIAL BOND ELECTION

SEPTEMBER 25, 2001

April 9, 2002	General Municipal Election – City of Needles (Services only)
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As of: April 27, 2001

2 SAMPLE BALLOT MEASURE PAGES

MEASURE "B" COLTON JOINT UNIFIED SCHOOL DISTRICT SPECIAL BOND ELECTION

OFFICIAL BALLOT

County of San Bernardino

Special Bond Election September 25, 2001

MEASURES SUBMITTED TO THE VOTERS

SCHOOL

COLTON JOINT UNIFIED SCHOOL DISTRICT SPECIAL BOND ELECTION

Shall the Colton Joint Unified School District repair and renovate existing schools and construct new schools to relieve overcrowding and improve student safety and accessibility by issuing \$102 million of bonds at legal interest rates to replace old roofing, upgrade bathrooms, electrical wiring, fire alarm systems, plumbing, sewer systems, and to renovate, construct, and acquire classrooms, school sites and facilities, with independent citizen oversight?

BONDS

YES 2

BONDS

NO 3

YOU HAVE JUST COMPLETED VOTING

MEDIDA "B" DISTRITO ESCOLAR UNIFICADO DE COLTON ELECCIÓN

BALOTA OFICIAL

Condado de San Bernardino

Elección Especial de Bonos

25 de septiembre de 2001

MEDIDAS SOMETIDAS A LOS VOTANTES

ESCOLAR

DISTRITO ESCOLAR UNIFICADO DE COLTON ELECCIÓN ESPECIAL DE BONOS

2 BONOS SI

3 BONOS

¿Debería el Colton Joint Unified School District reparar y renovar las escuelas existentes y construir nuevas escuelas para aliviar la superpoblación y mejo -rar la seguridad de estudiantes y accesibilidad al emitir \$102 millones en bonos con tasas de interés legales para reemplazar techos viejos, renovar baños, cableado eléctrico, sistemas de alarma de incendios, plomería, sistema de drenaje, y renovar, construir, y adquirir salones de clases, sitios y localidades para escuelas, con vigilancia independiente de ciudadanos?

HA TERMINADO DE VOTAR

3 VOTER HISTORY CHART

ELECTION TITLE	ELECTION DATE	REG VOTERS	TOTAL <u>VOTERS</u>	% OF TURNOUT	ABSENTEE <u>ISSUED</u>			AV % OF TOT VOTED
Consolidated UDEL	11/5/85	468,265	80,825	17.26	12,265	5,323	43.40	6.59
Direct Primary	6/3/86	453,821	162,622	35.83	23,841	13,846	58.08	8.51
Gubernatorial General	11/4/86	478,552	265,373	55.45	29,734	21,898	73.65	8.25
Consolidated UDEL	11/3/87	470,950	104,958	22.29	23,265	12,450	53.51	11.86
Presidential Primary	6/7/88	495,401	224,919	45.40	26,794	18,847	70.34	8.38
Presidential General	11/8/88	571,775	400,176	69.99	50,341	39,288	78.04	9.82
Special District Election	6/6/89	110,211	8,764	7.95	5,297	3,044	57.47	34.73
Consolidated UDEL	11/7/89	562,579	122,333	21.75	26,269	14,751	56.15	12.06
Gubernatorial Primary	6/5/90	552,421	192,995	34.94	33,362	20,596	61.73	10.67
Gubernatorial General	11/6/90	602,428	309,365	51.35	80,297	52,054	64.83	16.83
Special Consolidated	6/4/91	424,720	45,340	10.68	18,179	12,209	67.16	26.93
Consolidated UDEL	11/5/91	552,328	91,211	16.51	30,680	17,082	55.68	18.73
Presidential Primary	6/2/92	616,722	239,981	38.91	52,068	35,664	68.50	14.86
Presidential General	11/3/92	682,980	482,162	70.60	85,528	71,148	83.19	14.76
Special Consolidated	6/8/93	683,434	118,609	17.35	44,545	28,449	63.87	23.99
Consolidated UDEL	11/2/93	675,396	198,545	29.40	56,498	36,965	65.43	18.62
Direct Primary	6/7/94	655,363	183,348	27.98	50,632	34,526	68.19	18.83
Gubernatorial General	11/8/94	674,684	362,524	53.73	82,675	67,417	81.54	18.60
SD Bond &CWD Recall	3/7/95	25,095	3,760	14.98	1,441	990	68.70	26.33
Special Consolidated	6/6/95	28,092	7,884	28.06	2952	2333	79.03	29.59
Consolidated UDEL	11/7/95	676,379	111,432	16.47	49,117	27,519	56.03	24.70
Presidential Primary	3/26/96	681,952	237,847	34.88	71,880	52,565	73.13	22.10
Special Municipal & Bond	6/4/96	25,898	2,999	11.58	1,508	967	64.12	32.24
Presidential General	11/5/96	742,975	424,850	57.18	92,118	76,865	83.44	18.09
Special Municipal Redlands/Highland	3/4/97	55,871	10,670	19.10	3,651	2,736	74.94	25.64
Special Consolidated	6/3/97	82,350	15,140	18.38	6,930	4,412	63.67	29.14
Consolidated UDEL	11/4/97	617,695	104,952	16.90	46,684	26,633	57.05	25.38
General Municipal City San Bernardino	2/3/98	62,674	13,862	22.10	4,497	3,050	67.82	22.00
Chaffey Jt UHS Bond Meas X	4/14/98	109,056	10,819	9.90	5,880	3,621	61.58	33.47
Direct Primary	6/2/98	625,384	224,981	35.90	73,168	51,575	70.49	22.92
Silver Valley USD(fill vacancy)	8/4/98	2,609	421	16.10	730	191	26.16	45.37
Gubernatorial General	11/3/98	664,022	342,735	51.60	92,328	72,728	78.77	21.22
Special Muni City San Bernardino	2/2/99	8,490	891	10.49	413	310	75.06	34.79
Special Bond Chino/Alta Loma	3/2/99	83,737	11,787	14.08	7,749	4,278	55.21	36.29
Trona UUSD Bond Measure Z	3/30/99	1,019	444	43.50	134	67	50.00	15.09

ELECTION TITLE	ELECTION DATE	REG VOTERS	TOTAL VOTERS	% OF TURNOUT	ABSENTEE ISSUED	ABSENTEE <u>VOTED</u>	% OF AV <u>VOTED</u>	AV % OF <u>TOT</u> <u>VOTED</u>
SB City UD Spec Bond & City Fontana	4/27/99	118,373	18,257	15.40	8,222	5,775	70.24	31.63
Snowline JUSD Spec Bond Measure C	5/18/99	11,588	2,207	19.00	1,082	799	73.84	36.20
Special Consolidated	6/8/99	64,595	13,290	20.50	4,932	3,708	75.18	27.90
Special Bond & Recall	9/14/99	38,699	5,450	14.00	2,476	1,746	70.52	32.04
42nd Congressional Primary	9/21/99	244,018	39,526	16.01	17,649	12,670	71.79	32.05
Consolidated UDEL	11/02/99	660,667	101,782	15.40	49,670	29,731	59.86	29.21
42nd Congressional General	11/16/99	247,622	48,092	19.40	26,386	16,109	61.05	33.50
32nd Senatorial Primary	1/11/00	244,968	38,757	15.80	17,757	13,456	75.78	34.72
Presidential Primary	3/7/00	636,923	316,916	49.70	85,302	68,642	80.47	21.66
Rim of World USD Special Bond	4/4/00	16,228	3,691	22.74	1,319	988	74.91	26.77
CSA 70HL Havasu Lake App(M/B)	4/11/00	84	40	47.62	84	40	47.62	47.62
Sierra Sands USD Vacancy (M/B)	05/09/00	160	46	28.75	160	46	28.75	28.75
City of Rancho Cuc CFD	5/9/00	58,311	11,967	20.52	4,561	3,657	80.18	30.56
Ontario-Mont SD/Upland USD	6/6/00	77,882	11,668	14.98	5,509	3,878	70.39	33.24
Presidential General	11/07/00	691,548	464,402	67.15	115,787	100,830	87.08	21.71
City of Fontana Spec Muni (M/B)	01/23/01	1,986	1,217	61.28	1,970	1,217	61.78	61.78
65th Assem Dist Special Primary	02/06/01	70,778	14,166	20.01	7.560	5,251	69.46	37.07
City of Chino - Special Municipal	03/06/01	25,554	1,526	5.97	1,102	672	60.98	44.04
65th Assem Dist Special General	04/03/01	69,961	13,678	19.55	7,610	5,813	76.39	42.50
Mtn View Elem Sch Dist	05/08/01	4,687	375	8.00	269	172	63.94	45.87
Hesperia USD & SB Mtns CHD Special Election	06/05/01	41,123	5,785	14.07	3,275	2,174	66.38	37.58
Silver Valley Unif Sch Dist	07/10/01	3,141	516	16.43	438	207	47.26	40.12

4 Election Results Information Sheet

2.1 When and Where Are Results Available?

Results are available at the Registrar of Voters office in San Bernardino.

Results are also available on the Internet at:

http://www.sbcrov.com

The first Summary Report will be released shortly after 8:00 p.m. This report will contain absentee/mail ballot results **only**. The voting precinct totals will be added to the absentee/mail ballot totals as soon as they arrive at the counting site.

2.2 Explanation of Bulletin Format

- A. Reports are sequentially numbered. Date and time appear in the upper right-hand corner.
- B. Reports will contain votes cast within San Bernardino County.
- C. District name appears only when a contest is counted by a specific district (not County or statewide).
- D. (#/PCT ____) = Number of voting precincts for this election/race. (This number does not change.)
- E. (#/RPT ___) = Number of precincts reporting at time report was created. This number will increase as precincts are counted.
- F. (%/RP) = Percentage of precincts that have reported at time report was created. (This number will increase as precincts are counted up to 100%.)
- G. Measures always list results with "Yes" first. Note: If a measure requires more than a majority vote, "2/3" appears next to the measure.
- H. The number of votes received along with the percentage of all the <u>votes cast</u> for that measure appears to the right of each yes + no.

Registration/Turnout

The last *semi-official report* election night will contain pages of statistics showing registration/turnout numbers and percentage. Turnout represents the <u>ballots cast</u>.

NOTE: There is a difference between ballots cast and votes cast. A voter may undervote his/her ballot (i.e. skip any of the races/measures) or may overvote (i.e. vote for the YES and NO on a measure) which voids the vote cast on that one measure alone.)

Absentee Totals

San Bernardino County counts absentee totals by precinct so that it is possible to see how all voters in a precinct voted. This level of detail is available only on the Statement of Votes Cast.

2.3 When Will the Count Be Completed?

The count will be finished Election night -- after all precincts report. However, the count is not considered <u>complete</u> until the election is certified following the canvass.

2.4 Availability of Election Results

Official <u>Summary</u> results and individual <u>precinct</u> results will be available the day the election is certified. The election is scheduled for certification on October 2, 2001.

2.5 What is the Official Canvass?

State law requires an official canvass (audit of the election). This entails numerous manual processes that verify the accuracy of the computer count, including a hand tally of ballots cast in 1% of the precincts. When complete, election results are certified to the various jurisdictions, which then declare the winners.

2.6 Election Definitions

- **NPP** No polling place was assigned because there were fewer than 250 registered voters. These voters are "declared" absentees.
- **Requested AV** Voters who choose to vote by absentee/mail ballot instead of going to the polls.
- **Provisional Ballot** Voted at polls when a voter's registration is in question. These ballots are sealed in an envelope for later verification at Registrar's office.
- Write-in Ballot When a voter chooses to manually write-in a vote for a candidate(s) not printed on the ballot. The entire ballot is set aside to be counted after the validity of the write-in vote is determined.
- Unofficial Results/Semi-official All election results issued prior to completion of the official canvass.
- Official Results Final election tabulation is issued after completion of the official canvass and the Registrar of Voters certifies results.

Official Canvass - A detailed audit of the election. The law allows 28 days to complete this process.

5 25-DAY CLOSE OF REGISTRATION

Please note that registration totals will be updated following the 15-day close of registration. Updated figures may be obtained by visiting our website at: www.sbcrov.com or calling the Registrar of Voters' Voter Services Division at (909) 387-8300.

ELECTION DATE 09/25/2001 ELECTION TYPE (SPECIAL) REPORT SEQ. DIST Page 1	SAN BERNARDINO COUNTY ELECTION DISTRICT SUMMARY COLTON JOINT UNIFIED SCHOOL DISTRICT HELD ON SEPTEMBER 25, 2001									DATE: 08	R710.04 8/30/2001
DISTRICT NUMBER DISTRICT NAME	VOTERCOUNTS										
	TOTAL	DEM	REP	AIP	LIB	GRN	NLP	RFM	NP	MISC	PERM
** GROUP TOTAL →	35697	19022	11169	859	134	101	74	129	3873	336	0
PERCENT OF TOTAL →	100.00%	53.28%	31.28%	2.40%	.37%	.28%	.20%	.36%	10.84%	.94%	.00%
							MTY/LGS>	559	1	2	
								1.56%	.00%	.00%	, b
									<i> </i>	OTAL PRECIN	CTS 176

6 DISTRICT MAP

